

Out-of-State Laboratory Certification Renewal Checklist

Laboratory Name: _____

S.C. Laboratory ID#: _____

S.C. Laboratory Certificate ID#: _____

Certifying Authority: _____

S.C. Laboratory Certificate ID#: _____

Certifying Authority: _____

S.C. Laboratory Certificate ID#: _____

Certifying Authority: _____

EPA Laboratory ID# (for PTs): _____

Please submit the following information for out-of-state laboratory certification renewal.

- _____ 1. A current certificate from each certifying authority documented above.
- _____ 2. The current analyte list from each certifying authority documented above.
- _____ 3. The most recent onsite evaluation from each certifying authority for the methods in which renewal is requested (can be submitted on CD).
- _____ 4. The laboratory response to the onsite evaluation report (can be submitted on CD).
- _____ 5. A list of proficiency test (PT) providers currently being used.
- _____ 6. An updated QA plan (this can be submitted on CD).*
- _____ 7. Updated QAP and SOPs for methods that are being renewed (can be submitted on CD). *
- _____ 8. Current listing of personnel with their primary responsibilities.

Comments: _____

* If the most current is on file, these are not required to be submitted.